

## TRAVEL EXPENSE CLAIM

See Instructions and Privacy

Statement on Reverse Side

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STD. 262 (REV. 10/92)

CLAIMANT'S NAME Lisa Page		SSAN OR EMPLOYEE NUMBER [REDACTED]		DEPARTMENT Governor's office	
POSITION Chief Deputy Press Secretary		CB/ID NUMBER		DIVISION OR BUREAU Communications/Press	
RESIDENCE ADDRESS [REDACTED]		HEADQUARTERS ADDRESS State Capitol Bldg.		TELEPHONE NUMBER [REDACTED]	
		CITY Sacramento		STATE CA	
				ZIP 95814	

MONTH/YEAR		LOCATION WHERE EXPENSES WERE INCURRED	LODGING	MEALS			INCIDENTALS	TRANSPORTATION				BUSINESS EXPENSE	TOTAL EXPENSES FOR DAY
DATE	TIME			BREAKFAST	LUNCH	DINNER		COST OF TRANS.	TYPE USED	CARFARE, TOLLS, PARKING	PRIVATE CAR USE MILES AMOUNT		
1-May	5 a.m.	Sacramento o/Los Angeles						340.85	air and taxi	7.00			347.85
7-May	10 a.m.	Sacramento o/San Jose									226	100.57	100.57
10-May	4 p.m.	Sacramento o/Los Angeles	144.89			16.00		333.20	air and taxi			0.00	494.09
11-May	3p	Los Angeles		6.00	10.00			20.00	taxi			0.00	36.00
												0.00	0.00
												0.00	0.00
												0.00	0.00
												0.00	0.00
												0.00	0.00
												0.00	0.00
												0.00	0.00
												0.00	0.00
SUBTOTALS			144.89	6.00	10.00	16.00	0.00	694.05	0.00	7.00	226	100.57	0.00
COLUMN CODE (ACCTG. USE ONLY)													
CLAIM TOTAL												\$978.51	

PURPOSE OF TRIP, REMARKS AND DETAILS (Attach receipts when required)

Travel to LA to staff Governor's speech at Alta Med and his meeting and press avail with Culver City local electeds. Travel to San Jose to staff San Jose SolarTech speech.

NORMAL WORK HOURS

PRIVATE VEHICLE LICENSE NUMBER

MILEAGE RATE CLAIMED

0.445

AGENCY ACCOUNTING OFFICE

240535

I HEREBY CERTIFY That the above is a true statement of the travel expenses incurred by me in accordance with DPA rules in the service of the State of California. If a privately owned vehicle was used and if mileage exceeds the minimum rate, I certify the cost of the operating the vehicle was equal to or greater than the rate claimed, and that I have met the requirements as prescribed by SAM Sections 0750, 0751, 0752, 0753 and 0754

pertaining to vehicle safety and seat belt usage

DATE 5/13/09		SIGNATURE OF OFFICER APPROVING TRAVEL AND PAYMENT [REDACTED]		DATE 5/18/09	
SIGNATURE OF TITLE OF AGENT		[REDACTED]		[REDACTED]	